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Approved For Release 2003/03/28 : CIA-RDP78-04914A000200040019-2

23 July 1948

MEMORANDUM FOR: Assistant Director for Operations
Chief, Budget and Finance Branch, A&M
Chief, Services Branch, A&M
Chief, Personnel Branch, A&M

1. Reference report of the fiscal inspection made by [] Finance Branch, A&M, during June 1948 of several 00 [] steps should be taken to adjust unsatisfactory conditions noted therein wherever possible. Reference paragraphs of the report and the activity which should initiate action are listed below:

| <u>Office of Operations</u> | | <u>Services Br., A&M</u> | | <u>Budget & Finance Br., A&M</u> | | <u>Personnel Br., A&M</u> | |
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| 10 | 10a | 9 | 9 | | | | |
| 10 | 10b | 14 | 6 | | | | |
| 13 | 5 | 18 | 5d | | | | |
| 15 | 8 | 21 | 4a | | | | |
| 18 | 5e | 22 | 1 | | | | |
| 23 | 4 | 25 | 12 | | | | |

2. Close coordination between offices will be necessary in some instances to complete the required action. Please report action taken by 9 August 1948.

3. Comments and recommendations are requested from the Chiefs, Budget and Finance Branch and Services Branch, A&M, for the elimination of petty cash funds in the [] and the possibility of issuing local purchase orders of limited amounts.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

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| Document No. 013 | /S/ [] |
| No Change in Class. <input checked="" type="checkbox"/> | |
| <input type="checkbox"/> Declassified | |
| Class. Changed To: TS S C | Executive for Administration and Management |
| Auth.: HR 78-2 | |
| Date: 24 OCT 1978 | By: [] |

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